

2014 ELECTION ADMINISTRATOR'S CONFERENCE

Monday, December 16, 2013 (Check in 5-8 pm)

Tuesday, December 17, 2013 (full day)

Wednesday, December 18, 2013 (half day)

Indianapolis Marriott Downtown, 350 West Maryland Street

PLEASE NOTE:

- Conference registration must be received by the Election Division no later than 5 p.m. (Indy time), Friday, November 1st. Registration received after that date and time will be charged a \$50 late registration fee which we will be unable to waive.
- No refunds for canceling conference registrations after Friday, November 15th.
- Please print or type the names and titles of registrants (see below for who is permitted to attend).
- **Return this completed form to the Election Division by FAX (317-233-6793) or by mail to the attention of Kimmy Hollowell-Williams at 302 W Washington Street, #E204, Indianapolis, IN 46204, or by scanning and emailing to khollowell@iec.in.gov. If you are sending multiple registrations on separate pages, please indicate the total number of pages you're sending (i.e. "1 of 3").**

Indianapolis Marriott Downtown

- Room reservations are made directly by calling the Marriott: 1-877-640-7666/1-877-303-0104. When calling, be sure to mention "Election Administrator's Conference" to receive the government rate of \$95.
- Hotel check-in time is 4:00 pm, Indy time.
- Hotel check-out time is 11:00 am, Indy time.
- Hotel reservations must be made no later than November 20, 2013 to guarantee the \$95 rate.
- The hotel has free in-room internet.

2014 CONFERENCE REGISTRATION FORM

County: _____

Name and Title: _____

Mailing Address: _____

City and Zip: _____

E-mail: _____

Total Due: \$150, plus \$50 late fee if applicable _____

Payment Method: Check _____ Purchase Order _____

Note: **This is a "called" meeting for county reimbursement purposes.** Under IC 3-6-4.2-14, each member of a county election board, each member of a board of registration, each circuit court clerk, or clerk-elect is entitled to receive all of the following from the county general fund, without appropriation: (1) \$24 a day for attending the meeting; (2) a mileage allowance of 44 cents per mile going and returning from the meeting; (3) reimbursement of the meeting registration fee; and (4) lodging allowance for each night preceding conference attendance.